

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2015-213 Issue Date: 11-09-15 Closing Date: 11-18-15

**Social Worker II
Victims Assistance
Behavioral Health
Department of Human Services
Hourly Wage: \$19.51/Regular/Full-Time**

Responsible for promoting rights of victims and witnesses, identifying the needs of victims and witnesses, providing direct services to crime victims and witnesses, provide a variety of court related services, crisis counseling and promoting a comprehensive victim-witness program.

Knowledge, Skills and Abilities:

- Knowledge of domestic violence, stalking, sexual assault and other related violence required.
- Knowledge of MS Word, Excel, Outlook and PowerPoint.
- Ability to demonstrate organizational skills with astute attention to details required.
- Ability to perform oral, written communication and interpersonal skills.
- Ability to work under strict deadlines and changing priorities with minimal supervision.
- Ability to demonstrate a high level of confidentiality and sensitivity to victim issues.
- Ability to work with high caseloads.
- Ability to work with frequent interruptions and adopt a change in workflow.
- Ability to follow directions and apply proper policies, procedures and guidelines.
- Ability to interact effectively with all victims, witnesses, families, law enforcement and officers and criminal justice personnel.

General Recruiting Indicators:

- Minimum of a Bachelor of Arts/Science required. Must have experience assisting victims who are the subject of violent crimes, assisting law enforcement and/or social services staff with advising victims who have suffered direct physical, emotional, psychological or financial hardships as a result of a charge of a crime; assisting victims of crimes with completing the appropriate forms to access the required funding services needed throughout the process of the prosecution of a violent crime and making presentations to promote crime victim rights.
- Must have Case Management experience with patient/client files.

Special Requirements:

- Required to pass a pre-employment drug and alcohol test.
- Required to pass a pre-employment background check.
- Must possess a valid Washington State Driver License.
- May work flexible hours in the evenings or weekends.